



Agenda Item Number: 2008-8-8B

BERNALILLO COUNTY BOARD OF COUNTY COMMISSIONERS

Meeting Date: August 12, 2008

Department: Audit Committee **Staff Contact:** Demesia Padilla, Audit Committee Chairperson

TITLE: Internal Audit Plan for Fiscal Year Ending June 30, 2009

ACTION: Motion to approve the Internal Audit Plan for Fiscal Year ending June 30, 2009.

SUMMARY:

The Board and the County Manager have oversight responsibility to ensure that the actions of public officials and employees of the County are carried out in the most responsible manner possible. To accomplish this, the Board established an independent Audit Committee and in accordance with Bernalillo County Code Chapter 2, Article IV, Section 2-307, the County contracted with REDW, LLC Certified Public Accountants, to provide internal audit services. The Board approved the contract for internal audit services on June 28, 2005. The contract term for services of REDW was extended for the period July 1, 2008 through June 30, 2009 and was approved by County Legal, the County Manager, and the Office of the State Auditor.

The Bernalillo County Code, Chapter 2, Article IV, Section 2-311 requires the periodic submission of an audit plan to the Audit Committee for review, revision, and approval, after which the plan is submitted to the Board for final approval. On July 10, 2008, the Audit Committee reviewed, revised and approved the attached twelve-month audit plan. If approved by the Board, REDW will implement the plan.

ATTACHMENT:

1. Twelve-month Internal Audit Plan

FISCAL IMPACT

Funding of \$156,400 for internal audit services has been established in the following fund and account: General Fund 11001 521010 210101.

STAFF ANALYSIS SUMMARY

COUNTY MANAGER

The Internal Audit Plan for FY09 is a critical component to assure the public that Bernalillo County is operating responsibly to the tax payer. I recommend Board approval. TL 8/6/08

DEPUTY COUNTY MANAGER FOR FINANCE

The independent analysis and feedback provided by internal audits is important for elected officials, management, and department directors. Independent analysis provides direction to

departments for improvements in their control systems in addition to assessing current systems and procedures. The knowledge that systems are operating as they should be with adequate, functioning internal controls provides, additional assurance that the County's assets are safeguarded. DJM 07/22/08

LEGAL

Board approval of an annual internal audit plan is required by the Bernalillo County Code. JSL 7/30/08

FINANCE

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| Accounting | The purpose of internal audits is to determine whether County resources are used efficiently, prescribed policies and procedures are followed, and the County's objectives are met. Jeff P. Lovato, MBA, Accounting Director 07/16/08 |
| Purchasing | A fully executed contract is on file in Purchasing CCN# 2008-0207. Jolene F. Velasquez, Buyer 07/30/08 |
| Risk Management | The process is beneficial to the County in that it limits the County's risk exposure by identifying control weakness. David A. Baca, Risk Management Director 7/18/08 |